

**COUDERSPOERT BOROUGH COUNCIL
REGULAR MONTHLY MEETING
JUNE 16, 2023
5:00 PM**

Coudersport Borough Council held their regular monthly meeting on Friday, June 16, 2023 at 5:00 pm at the Coudersport Borough Maintenance Facility on Damascus Road.

The meeting was called to order by Council President Wayne Hathaway who led all in the Pledge of Allegiance.

ROLL CALL

Present were Council members Wayne Hathaway, George Hults, Todd Husson and Jack Keifer. Councilman Jesse Minor was present via phone for the meeting. Also present were Mayor Andy Dubots, Manager Beverly Morris, Police Chief Curt McClain, Solicitor Dan Glassmire, Adam Clinger, Dennis Goodenough, Paul Herzig, Wayne Wentzel, Donna LeShander, Todd Brown and Pennsylvania Economy League representative, Lynn Shedlock, Patty Moorhead, and Jason Dailey.

PENNSYLVANIA ECONOMY LEAGUE (PEL) PRESENTATION

The PEL was in attendance to provide Council their technical assistance and consulting findings through the Strategic Management Planning Program (STMP) that the borough has recently been going through. This is a grant that was obtained through DCED. PEL was hired to analyze the borough's demographics and financial history, review administration, public works, economic development, technology and labor: to project revenues and expenditures and compile recommendations for all areas. This presentation is not their final report as the final report will be more detailed and will also make recommendations to Council. These recommendations will also come with grant money (80/20) through DCED.

This presentation covered all aspects of Borough operations.

The presentation ended at 6:25 pm with Council taking a 5 minute break before beginning the regular meeting.

The meeting reconvened at 6:32 pm with Councilman Jesse Minor in attendance via the phone.

ADDITIONAL AGENDA ITEMS

It was motioned by Councilman Hults, seconded by Councilman Keifer to add to the agenda a proposal for Engineer Chris Ernst for engineering for the Ross Glen storm water project. Roll call vote taken: Councilman Jack Keifer Yes, Councilman George Hults Yes, Councilman Husson Yes, Councilman Minor Yes, and Councilman Hathaway Yes.

VISITOR'S REQUESTS AND COMMENTS – None

APPROVAL OF MINUTES

It was motioned by Councilman Jack Keifer, seconded by Councilman Hults to approve the minutes of May 19, 2023 as presented. Motion unanimously carried.

APPROVAL OF VOUCHER LIST

It was motioned by Councilman Hults, seconded by Councilman Keifer to approve the voucher list in the following amounts: General Fund \$78,778.61, Water Operating \$24,964.36, Sewer Operating \$37,135.70, Capital Reserve Fund 19,039.72, Street Lighting Fund \$3,664.66, Fire Protection Fund \$30,823.73, Recreation Fund \$17,448.67, Library Fund \$20,063.00, and Swimming Pool Fund \$130,819.08. Roll Call Vote taken: Councilman Keifer Yes, Councilman Hults Yes, Councilman Hathaway Yes, Councilman Husson Yes and Councilman Minor Yes. Motion carried 5 Yes 0 No.

Monthly reports received were the meeting notes, voucher list, fund balance, treasurer's report and police report.

OLD BUSINESS - NONE

NEW BUSINESS

OUTDOOR/FALLING LEAVES FESTIVAL

Potter County Habitat for Humanity is planning their fall show September 29th and 30th. They are requesting to have a parade on Saturday, Sept. 30 with line up on Allegany Ave and the parade on Main Street to Fourth Street. They are also requesting bagging of the meters around the square and help with traffic control from the Coudersport Borough Police and Fire Police. It was motioned by Councilman Husson, seconded by Councilman Minor to approve their request. Roll call vote taken: Councilman Minor Yes, Councilman Husson Yes, Councilman Hathaway Yes, Councilman Hults Yes and Councilman Keifer Yes. Motion carried 5 Yes 0 No.

FUNDRAISER FOR THE CRITTENDEN

Cori Wagner and Abby Rossman are organizing a fundraiser for the Crittenden on Friday, June 30, 2023 from 5 pm to 9 pm at the court house square. They are requesting from Council permission to have Dan's Whisky Wagon be parked on Third Street selling beer in a monitored confined area. It was motioned by Councilman Keifer, seconded by Councilman Husson to approve this request. Motion unanimously carried.

MANAGER'S REPORT

Manager Morris reported that CBA held their monthly meeting on June 15, 2023, CAMA will hold their monthly meeting on June 26, 2023, there is a McWaPEC meeting on Thursday, June 22, 2023 hosted by Port Allegany Borough and the Arboretum is hosting movie night on June 17, 2023 sponsored by Fickinger Funeral Home showing the movie Nemo.

DEP has declared the entire state under a drought watch.

There is a meeting at the Gunzburger building on June 28, 2023 to review CDGB funding for 2023.

MAYOR'S REPORT

Mayor Dubots mentioned that school is out so be on the lookout for children.

If anyone sees residents mowing grass out onto the streets, please let him know and he will talk to them.

There was an issue with trucks left running at Tractor Supply but that was dealt with.

POLICE CHIEF'S REPORT - Nothing additional to the report.

SOLICITOR'S REPORT

Solicitor Glassmire reported that the pool project is finishing up and he is requesting a meeting with the manager and engineer to finalize the close out.

He would like to restart a complete streets project and revisit the boundary line issues of the Borough.

Solicitor Glassmire has reviewed the engineering proposal from E & M Engineering and has no issues with the proposal.

COMMITTEE REPORTS

PERSONNEL/POLICE

Manager Morris is requesting a meeting with the personnel committee to discuss the trainee position at the sewer plant.

UTILITIES, STREETS, BRIDGES AND TREES

ENGINEERING PROPOSAL FOR STORM WATER PROJECT

A proposal from E & M Engineering was reviewed for the storm water project on Ross Glen that will utilize funding from the Local Share (Statewide) Grant that was received. The proposal cost is for \$35,000 with an additional cost of \$500 for each easement if the engineers prepare all necessary temporary or permanent easement documents.

It was motioned by Councilman Husson, seconded by Councilman Keifer to approve this proposal from E & M Engineering. Roll call vote taken: Councilman Keifer Yes, Councilman Hults Yes, Councilman Hathaway Yes, Councilman Husson Yes and Councilman Minor Yes. Motion carried 5 Yes 0 No.

PROPOERTY AND EQUIPMENT

The 1999 Kubota has been delivered to Joe Russell. No further information has been received as far as costs.

RECREATION/LIBRARY

There was an issue at the pool with the new stainless steel rails. Rust spots were found. Contractor was notified and company sent crew the next day to fix. Rust spots have been removed.

ADJOURNMENT

As there idewalkwas no other business to discuss the meeting adjourned at 7:00 pm.

Respectfully Submitted,

Beverly Morris, Secretary